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Executive Board of the United Nations Development Programme and of the United Nations Population Fund

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Organizational matters

Provisional agenda, annotations, list of documents and work plan

Note by the Executive Board secretariat

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Annotations and list of documents

Item 1
Organizational matters

Under this item, the Executive Board will adopt the agenda for the second regular session 2004 and agree on the work plan for the session as presented by the Secretary of the Board. The Board may wish to approve the report on its annual session 2004. A draft report was distributed to members of the Board in August for their comments; the final report contains comments received.

In accordance with decision 96/25, a draft work plan for 2005 is being submitted to the Executive Board. The document will be finalized by the secretariat in close consultation with the Bureau of the Board and will be submitted to the Executive Board at its first regular session 2005 for adoption.

Documentation:

Provisional agenda, annotations, list of documents and work plan (DP/2004/L.3)

Report on the annual session 2004 (DP/2004/32)

Decisions adopted during the annual session 2004 (DP/2004/33)

Draft work plan for 2005 (DP/2004/CRP.7)

UNDP segment

Item 2
Financial, budgetary and administrative matters

The report on the annual review of the financial situation, building on the financial information provided to the Executive Board throughout the year, undertakes a comprehensive review and analysis from the financial perspective of UNDP activities at the global and aggregate levels. The overview assesses the organization's performance against the various sources for programming: regular resources, other resources and UNDP-administered funds.

The Executive Board may wish to take note of the above report and adopt a decision, elements of which are contained in the report.

In accordance with Governing Council decision 81/34, the Administrator is required to present on an annual basis a report on technical cooperation information of the entire United Nations system. Its purpose is to examine regular and extrabudgetary expenditure financed from sources other than UNDP, UNFPA, UNICEF and WFP, contributions received to finance technical cooperation activities, as well as individually examine expenditures/contributions data reported by the four

organizations. New to this year's report is the reemergence of contributions by the World Bank Group to the field of technical cooperation.

The Executive Board may wish to take note of the above report.

The report on UNDP strategic cost management and implications for cost recovery provides a framework for strategic cost management, and provides an update on UNDP cost recovery policy, as originally presented to the Executive Board at its second regular session 2003 (DP/2003/28). The ultimate objective of UNDP is the true attribution of all programme and management cost to their proper fund source, as well as the linkage to the relevant MYFF goal, which is also a prerequisite for results-based budgeting. This approach, combined with continuous monitoring of cost recovery income, will ensure that there is no undue cross-subsidization among various fund sources.

The Executive Board may wish to adopt a decision, elements of which are contained in the report.

The biennial report of the Inter-Agency Procurement Services Office (IAPSO) is submitted pursuant to Executive Board decision 96/2 and provides an update on IAPSO activities from June 2002 to June 2004. During the biennium, IAPSO has strengthened its consulting and capacity-building work, diversified its revenue sources and consolidated the restructuring of its operations, ensuring its continuing self-financing status.

The Executive Board may wish to take note of the above report and adopt a decision, elements of which are contained in the report.

The statistical report of IAPSO provides consolidated statistics on United Nations system procurement for 2003.

Documentation:

Annual review of the financial situation 2003 (DP/2004/34)

Detailed information relating to the annual review of the financial situation 2003 (DP/2004/34/Add.1)

UNDP strategic cost management and implications for cost recovery (DP/2004/35)

Report of the ACABQ on the report on UNDP strategic cost management and implications for cost recovery (DP/2004/36)

Information on United Nations system technical cooperation expenditures 2003 (DP/2004/37)

Information on United Nations system technical cooperation expenditures 2003 – Addendum (DP/2004/37/Add.1)

Report of the Inter-Agency Procurement Services Office for the biennium 2002-2003 (DP/2004/38)

Statistical report of IAPSO (DP/2004/39)

Item 3
South-South cooperation

As requested in its decision 2003/10, the Executive Board will have before it the third cooperation framework for South-South cooperation (2005-2007). The document lays out a strategy for jumpstarting a dynamic new phase of South-South cooperation driven by a convergence of human and technological breakthroughs in the developing world. The framework also elaborates on the catalytic initiatives that the Special Unit for South-South Cooperation aims to implement in collaboration with a broad range of partners in the development community.

The Board may wish to approve the third cooperation framework for South-South cooperation.

Documentation:

Third cooperation framework for South-South cooperation (DP/CF/SSC/3)

Item 4
Evaluation

This year's annual report of the Administrator on evaluation examines the progress made by UNDP in contributing to global and national development results as validated by independent assessment. Expanding on earlier reports, the report highlights findings and key lessons derived from strategic evaluations conducted by UNDP and its associated funds and programmes. It also provides future directions for evaluation to strengthen the culture of assessment and the use of evaluative evidence for decision-making.

The evaluation of the second global cooperation framework (GCF-II) was undertaken to assess the effectiveness of the overall approach of GCF-II and the outcomes achieved . The evaluation sought to: (a) assess the overall performance and degree to which the intended organizational goals and development results have been achieved; (b) ascertain how the GCF-II has contributed strategically to positioning UNDP as a major upstream policy advisor for poverty reduction and sustainable human development and as a knowledge-based organization; and (c) develop recommendations for the design of the third phase of the GCF. The executive summary presents the key findings of the independent evaluation and recommendations on the strategic focus, management and modalities that the third GCF may adopt.

The Board will also have before it the official response by the Administrator to the findings and recommendations of the evaluation of the second global cooperation framework. The management response provides some clarifications regarding the outcomes of GCF-II and describes the actions being taken to strengthen further the management of the global programme and to ensure the successful preparation and implementation of GCF-III.

The Executive Board may wish to express its support for these management actions.

Documentation:

Annual report of the Administrator on evaluation (DP/2004/40)

Evaluation of the second global cooperation framework – Executive summary (DP/2004/41)

Management response to the evaluation of the second global cooperation framework (DP/2004/42)

Item 5
Country programmes and related matters

In accordance with Governing Council decision 93/4 and Executive Board decision 99/7, the Board will have before it the note on assistance to Somalia, submitted at the initiative of the Administrator, outlining the proposed UNDP programme for 2005-2006. In light of the situation in the country and past and ongoing activities, the note has been formulated taking into account recent developments in the peace and reconciliation process.

The Administrator seeks the approval of the Executive Board to continue to approve projects on a case-by-case basis.

Under this item, the Executive Board will also be asked to: (a) approve two-year extensions for the second country cooperation framework for Senegal, Saint Helena and Paraguay; and (b) comment on the draft country programme documents for Mauritius, the Democratic People's Republic of Korea, the Republic of Korea and Guatemala prior to the finalization of the country programmes.

An oral report on UNDP assistance to Myanmar will be presented to the Executive Board. The report will cover major findings and conclusions of the 2004 independent assessment of the Human Development Initiative projects conducted in August 2004 in accordance with the guidelines set out in Governing Council decision 93/21 and Executive Board decisions 96/1, 98/14, 2001/15, 2003/2 and 2004/2. The full report will be submitted to the Board at its first regular session 2005 with the accompanying note by the Administrator.

Documentation:

Assistance to Somalia – Note by the Administrator (DP/2004/43)

Extensions of country cooperation frameworks (Senegal, Saint Helena, Paraguay) (DP/2004/44)

Draft country programme document for Mauritius (DP/DCP/MUS/1)

Draft country programme document for the Democratic People's Republic of Korea (DP/DCP/PRK)

Draft country programme document for the Republic of Korea (DP/DCP/KOR/1)

Draft country programme document for Guatemala (DP/DCP/GTM/1)

Item 6
United Nations Office for Project Services

The UNOPS progress report to the Executive Board is submitted in compliance with Executive Board decision 2004/15. The document covers business projections for 2004 and beyond, initiatives to overcome potential obstacles in business acquisition and diversification and provides an update on change management.

Documentation:

UNOPS progress report (DP/2004/45)

Item 10
United Nations Capital Development Fund

The progress report to the Executive Board on the options for a future business model for UNCDF is submitted in compliance with Executive Board decision 2004/13. This document proposes options for a future strategic niche and business model for UNCDF, their implications for programming, funding arrangements, as well as an assessment of opportunities and risks involved, and factors for success for each. This document is the result of close consultation with key stakeholders and partners.

The Executive Board is requested to review the indicative direction of progress thus far and provide guidance to UNCDF on the option/s to be examined in greater detail with regard to implications for implementation.

Documentation:

UNCDF progress report (DP/2004/46)

Item 11
Gender in UNDP

The report submitted under this agenda item in compliance with Executive Board decision 2004/21 provides further information on the UNDP-UNIFEM joint plan of action as it applies to gender mainstreaming within UNDP. The joint plan of action contained in document DP/2004/31 was developed to identify ways in which progress toward gender equality, related to the intersecting goals identified in each organization's MYFF, could be strengthened.

Documentation:

Further information on the UNDP-UNIFEM joint plan of action (DP/2004/47)

UNFPA segment

Item 7
Financial, budgetary and administrative matters

Under this item, the Executive Board will have before it a document entitled Additional security requirements to safeguard UNFPA personnel and premises globally. The document presents a proposal of the Executive Director requesting the Executive Board to grant her exceptional authority during 2004-2005 to access up to 4 per cent of the approved gross 2004-2005 regular biennial support budget of $169.6 million as additional funding for security measures amounting to a maximum of $6.8 million.

The Executive Board may wish to adopt a decision endorsing the proposal of the Executive Director. Elements for a decision are contained in the document.

The Executive Board will also have before it the report of the Advisory Committee on Administrative and Budgetary Questions on the additional security requirements to safeguard UNFPA personnel and premises globally.

The Executive Board may wish to take note of the report.

In addition, the Executive Board will have before it the annual financial review, 2003. This report summarizes the financial situation of UNFPA in 2003 for the information of the Executive Board. For purposes of comparison, financial information for 2002 is also included in the text and tables.

The Executive Board may wish to take note of the report, recognizing that increased, predictable and timely payments of contributions are essential to maintain liquidity and facilitate continuous programme implementation.

Documentation:

Additional security requirements to safeguard UNFPA personnel and premises globally (DP/FPA/2004/14)

Report of the Advisory Committee on Administrative and Budgetary Questions on additional security requirements to safeguard UNFPA personnel and premises globally (DP/FPA/2004/17)

Annual financial review, 2003 (DP/FPA/2004/15)

Item 8
Country programmes and related matters

Under this item, the Executive Board will have before it the draft country programme document for Guatemala.

The Executive Board may wish to take note of the draft country programme document for Guatemala.

Documentation:

Draft country programme document for Guatemala (DP/FPA/DCP/GTM/5)

Item 9
Technical Advisory Programme

Under this item, the Executive Board will have before it a report submitted in response to decision 2002/3, which requested UNFPA to submit to the Board at its second regular session a midterm review of the Technical Advisory Programme.

The Executive Board may wish to take note of the report.

Documentation:

Report on a midterm review of the Technical Advisory Programme (DP/FPA/2004/16)

Joint UNDP/UNFPA segment

Item 12
Internal audit and oversight

Under this item, the Executive Board will have before it a joint report from UNDP, UNFPA and UNOPS prepared in response to decision 2004/17. In decision 2004/17, the Board requested that the three organizations to develop a framework for the resolution of the issues contained in the reports on internal audit and oversight presented to the Board at its annual session 2004 (DP/2004/27, DP/FPA/2004/6 and DP/2004/28) and to report to the Board at its second regular session 2004. The joint report outlines current practices in the three organizations to ensure implementation of audit recommendations and proposes a framework for resolving especially those issues that are of global, organization-wide significance.

The Executive Board may wish to take note of the joint report and to provide feedback on the proposed framework.

Documentation:

Proposed framework for resolution of issues contained in internal audit reports (DP/2004/CRP.8 – DP/FPA/2004/CRP.5)

Item 13
Other matters

TENTATIVE WORK PLAN
EXECUTIVE BOARD OF UNDP/UNFPA
SECOND REGULAR SESSION 2004
(20 to 24 September 2004, New York)

Day/date	*Time*	*Item*	*Subject*
Monday 20 September	10 a.m.-1 p.m.	1	ORGANIZATIONAL MATTERS – Adoption of the agenda and work plan for the session – Approval of the report of the annual session 2004
			UNFPA SEGMENT
		7	UNFPA: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS – Annual financial review, 2003 – Report of the Advisory Committee on Administrative and Budgetary Questions (ACABQ) – Additional security measures to safeguard UNFPA personnel and premises
	3-6 p.m.	7	UNFPA: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS (continued)
Tuesday 21 September	10 a.m.-1 p.m.	8	UNFPA: COUNTRY PROGRAMMES AND RELATED MATTERS – Draft country programme documents
		9	TECHNICAL ADVISORY PROGRAMME – Report on a midterm review of the Technical Advisory Programme
	3-6 p.m.		UNDP SEGMENT
		2	UNDP: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS – Annual review of the financial situation, 2003 – Information on United Nations system technical cooperation expenditures 2003 – Report of the Inter-Agency Procurement Services Office (IAPSO) for the biennium 2002-2003 – Statistical report of IAPSO
Wednesday 22 September	10 a.m.-1 p.m.	2	UNDP: FINANCIAL, BUDGETARY AND ADMINISTRATIVE MATTERS (continued) – UNDP and ACABQ reports on strategic cost management and implications for cost recovery
		3	SOUTH-SOUTH COOPERATION – Third cooperation framework for South-South cooperation
	3-4 p.m.		Briefing by the UNDP Administrator and the Director-General of the United Nations Industrial Development Organization (UNIDO) on the UNDP-UNIDO partnership
	4-6 p.m.	4	UNDP: EVALUATION – Annual report of the Administrator on evaluation – Evaluation of the second global cooperation framework and the management response to the evaluation

Thursday 23 September	10 a.m.-12 p.m.	6	UNITED NATIONS OFFICE FOR PROJECT SERVICES – Progress report (follow-up to decision 2004/15)
	12-1 p.m.		JOINT UNDP/UNFPA SEGMENT
		12	INTERNAL AUDIT AND OVERSIGHT – UNDP, UNFPA and UNOPS framework for follow-up to the reports on internal audit and oversight (follow-up to decision 2004/17)
	3-5 p.m.	10	UNITED NATIONS CAPITAL DEVELOPMENT FUND – Progress report (follow-up to decision 2004/13)
	5-6 p.m.	11	GENDER IN UNDP – Further information on the UNDP-UNIFEM joint plan of action (follow-up to decision 2004/21)
Friday 24 September	10 a.m. – 1 p.m.	5	UNDP: COUNTRY PROGRAMMES AND RELATED MATTERS – Note by the Administrator on assistance to Somalia – Draft country programme documents – Extensions of country cooperation frameworks – Oral report on UNDP assistance to Myanmar
	3-4 p.m.		Presentation of a model for future MYFF reports
	4-6 p.m.	13	OTHER MATTERS Pending decisions
		1	ORGANIZATIONAL MATTERS – Draft work plan for 2005 – Tentative work plan for the first regular session 2005